Ref: Nucor Personnel Policy 1

Purpose

Laurel Steels first priority is to provide a safe working environment for all teammates. Safety is everyone's responsibility and is accomplished through teamwork, commitment, education, and personal accountability. It starts with a mindset that follows us throughout the day and it's the one tool that always goes home with us. How safety is encouraged depends on the communications and actions taken by everyone at Laurel Steel. The purpose of this policy is to set minimum standards required as a guide to attaining our goal.

Responsibility

At Laurel Steel, the Plant Manager has the primary responsibility for safety within the division. The Plant Manager establishes the specific safety standards and policies for the division. These policies are reviewed by Nucor's corporate management. The Plant Manager appoints a qualified person to serve the division as a safety administrator or safety coordinator. This individual has the responsibility to administer safety training and safety programs throughout all departments across the plant. The safety administrator/coordinator reports directly to the Plant Manager and works in close coordination with all department managers and supervisors. Together they provide:

• Compliance with federal, provincial, and local laws.

• Safety orientation and training for all new Teammates.

• Regular and periodic safety training for all Teammates.

• Written safety/operating procedures and policies.

• Regular and periodic plant safety inspections and audits of Teammate work practices and equipment.

• Audits to ensure adherence regarding the wearing of personal protective clothing and equipment.

• Planning, conducting, and coordinating monthly Joint Heath & Safety Meetings.

• Providing record keeping requirements in compliance with the Occupational Health and Safety Act of Ontario (OHSA), worker's compensation and safety training records.

• Review of records for problem areas and trends.

• Qualified medical teams for responses to medical emergencies (example -First Aid).

Procedure

**Division Plant Manager** has the responsibility for all aspects of plant safety.

**Department Managers**, have the overall responsibility for all aspects of safety in their department, including safety program development, training, auditing, and enforcement.

**Plant Safety Administrator/Coordinator**, has the responsibility of administering and coordinating all aspects of the plant safety program, to include:

• Co-Authoring safety/operating procedures.

• Developing, organizing, and providing safety training.

• Auditing of plant conditions and employee actions.

• Compiling, reviewing, and reporting injury/illness statistics.

• Reviewing new equipment and procedures, prior to purchase and/or use, to screen for potential problems/hazards.

• Ensuring plant understanding of and compliance with federal, provincial, and local laws.

**Supervisor** has the responsibility for the training and enforcement of safety rules in the plant and by their Teammates. Also, the supervisors share the responsibility of improving the system, pointing out problems and offering solutions in a constructive way.

**Teammates** have the responsibility to work in a manner consistent with Laurel Steel safety training, their supervisor’s instructions, and their own good judgment. Teammates also share the responsibility of improving the system, pointing out problems and offering solutions in a constructive way.

**Enforcing Safety Rules and Procedures**

Preconditions to Enforcement Activity:

1. Management Must:

* Publish plant Safety Rules and Procedures.
* Inform all Teammates of Safety Rules and Procedures.
* Know and abide by Safety Rules and Procedures.

1. The Supervisor Must:

* Know Safety Rules and Procedures.
* Abide by Safety Rules and Procedures.
* Teach subordinates those Rules and Procedures.
* Keep Records of Safety Training.
* Enforce Rules and Procedures.

Enforcement Activity

If a Teammate violates any safety regulation, law or Laurel Steel/Nucor Safety standard or work practice, or displays substandard performance, disciplinary action in accordance Laurel’s Progressive Discipline Policy shall be taken by the supervisor. Depending upon the severity of the infraction, disciplinary action may result in any number of consequences up to and including termination of employment.